Republic of the Philippines
Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
Old Capitol Compound, Kalawag II, Isulan, Sultan Kudarat
E-mail Address: denr_penrosk@yahoo.com
Telephone No. (064) 471-2301

MEMORANDUM

FOR : The Regional Executive Director
DENR 120000, Koronadal City, South Cotabato

ATT'N : The Assistant Regional Director
Management Services

FROM : The OIC-PENR Officer

SUBJECT : **SUBMISSION OF ACCOMPLISHMENT REPORT FOR THE MONTH OF FEBRUARY 2020**

DATE : March 25, 2020

Respectfully submitting the Accomplishment Report on General Administration and Support-Budget/Accounting and Cashiering for the month of March 2020, as follows:

1. Voucher and payroll indexed and processed
2. Financial reports- Number of financial report prepared and submitted (FAR 1 and FAR 1A, FAR 1B)
3. Financial reports- Number of financial report prepared and submitted (FAR 4)
4. Summary of Performance Monitoring Report (SPMR)
5. Cash Advances prepared
6. Checks/Advice to Debit Account (ADA) issued

Attached are BED Form and financial reports.

For his information and record.

SHALIMAR A. DISOMANGCOP

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

Physical and Financial Accomplishment Monitoring Report

For the Month of March
Year 2020
Region: XII - PENRO Sultan Kudarat

Program/Project/Activity (PPA)	UC	Performance Indicators	Location	PHYSICAL							Exp. Class	Allotment (Annual)	Released	% (Amt. Released/ Allotment * 100)	Obligation		Disbursement		% Budget Utilization Rate		Remarks/Justification for those activities with low and high percentage accomplishment
				Target			Accomplishment		% Accomplishment												
				Annual	This Mo	To Date	This Mo	To Date	This Mo	To Date					This Mo	To Date	This Mo	To Date	Obl/Allot	Dis/Obl	
A.01 GENERAL ADMINISTRATION AND SUPPORT SERVICES (GASS)		REGULAR FUND	Sultan Kudarat																		
A.01.a. General Management and Support Services			Sultan Kudarat																		
7. Budget / Accounting			Sultan Kudarat																		
a. Preparation of Financial Plan		voucher and	Sultan Kudarat	2,000	167	500	236	504	141	101											
		payroll indexed &	PENRO Office	2,000	167	500	236	504	141	101											
		processed (no.)																			
b. Submission of Reports		Financial report prepared and	Sultan Kudarat	4	1	1	1	1	100	100											
• Budget and Financial Accountability		submitted (no.)	PENRO Office	4	1	1	1	1	100	100											
report (BFAR)																					
- BFAR No. 1																					
- FAR No. 1																					
- BFAR No. 1-A																					
- BFAR No. 1-B																					
- FAR No. 2																					
- FAR No. 2-A																					
- BFAR No. 5																					
(report submitted consist of the above-specified reports)																					
• FAR No. 4		Report submitted (no.)	Sultan Kudarat	12	1	3	1	3	100	100											
(To be submitted on or before the end of the			PENRO Office	12	1	3	1	3	100	100											
following month)																					
c. Summary of Performance Monitoring Report (SPMR)		PENROs consulted reviewed	Sultan Kudarat	12	1	3	1	3	100	100											
		financial utilization reports	PENRO Office	12	1	3	1	3	100	100											
		(Monthly)																			
8. Cashiering		CA's prepared (no.)	Sultan Kudarat	20	2	5	7	18	350	360											
			PENRO Office	20	2	5	7	18	350	360											
		Checks/ADA issued/cancelled	Sultan Kudarat	100	8	25	32	71	400	284											
		(no.)	PENRO Office	100	8	25	32	71	400	284											

Prepared by:

NOELYN T. BOLIVAR
Budget Officer

PRINCESS NERISA L. VILLARIN
Accountant III

Approved by:

SHALIMAR A. DISOMANGCOP
OIC- PENR Officer

MONTHLY REPORT OF DISBURSEMENT
For the month of March 2020

Department: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Agency: DENR-PENRO SULTAN KUDARAT
Operating Unit:
Organization Code (UACS:
Funding Source (as clustered) FUND 101

PARTICULARS		CURRENT YEAR BUDGET				PRIOR YEARS BUDGET						GRAND TOTAL			
						CURRENT YEAR'S ACCOUNTS PAYABLE									
		PS	MOOE	Fin. Exp.	CO	TOTAL	PS	MOOE	Fin. Exp.	CO	Sub-Total	TOTAL	PS	MOOE	CO	TOTAL
1		2	3	4	5	6=(2+3+4+5)	12	13	14	15	16=(12+13+14+15)	17=(11+16)	24	25	26	27=(24+25+26)
CASH DISBURSEMENTS		10,952,065.88	2,149,237.31	-	816,000.00	13,917,303.19	-	9,063.67	-	926,441.54	935,505.21	13,917,303.19	10,952,065.88	2,158,300.98	1,742,441.54	14,852,808.40
Notice of Cash Allocation (NCA)		10,952,065.88	2,149,237.31	-	816,000.00	13,917,303.19	-	-	-	-	-	13,917,303.19	10,952,065.88	2,158,300.98	1,742,441.54	14,852,808.40
MDS Checks Issued		4,580,283.12	95,969.47	-	-	4,676,252.59	-	1,634.67	-	-	1,634.67	4,676,252.59	4,580,283.12	97,604.14	-	4,677,887.26
Advice to Debit Account		6,371,782.76	2,053,267.84	-	816,000.00	9,241,050.60	-	7,429.00	-	926,441.54	933,870.54	9,241,050.60	6,371,782.76	2,060,696.84	1,742,441.54	10,174,921.14
Notice of Transfer Allocations (NTA)						-					-	-				
MDS Checks Issued						-					-	-				
Advice to Debit Account						-					-	-				
Working Fund for FAPs						-					-	-				
Cash Disbursement Ceiling (CDC)						-					-	-				
TOTAL CASH DISBURSEMENTS		10,952,065.88	2,149,237.31	-	816,000.00	13,917,303.19	-	9,063.67	-	926,441.54	935,505.21	13,917,303.19	10,952,065.88	2,158,300.98	1,742,441.54	14,852,808.40
NON-CASH DISBURSEMENTS		283,939.30	52,843.61	-	-	336,782.91	-	108.98	-	51,257.14	51,366.12	388,149.03	283,939.30	52,952.59	51,257.14	388,149.03
Tax Remittance Advises Issued (TRA)		283,939.30	52,843.61	-	-	336,782.91	-	108.98	-	51,257.14	51,366.12	388,149.03	283,939.30	52,952.59	51,257.14	388,149.03
Non-Cash Availment Authority (NCAA)																
Disbursements effected through outright deductions from claims (please specify…)																
Overpayment of expenses (e.g. personal benefits)																
Restitution for loss of government property																
Liquidated damages and similar claims																
Others (TEF,BTr-Documentary Stamp Tax, etc.)																
TOTAL NON-CASH DISBURSEMENTS		283,939.30	52,843.61	-	-	336,782.91	-	108.98	-	51,257.14	51,366.12	388,149.03	283,939.30	52,952.59	51,257.14	388,149.03
GRAND TOTAL		**11,236,005.18**	**2,202,080.92**	**-**	**816,000.00**	**14,254,086.10**	**-**	**9,172.65**	**-**	**977,698.68**	**986,871.33**	**15,240,957.43**	**11,236,005.18**	**2,211,253.57**	**1,793,698.68**	**15,240,957.43**

SUMMARY	Previous Report	This Month (March)	As of this Date
Total Disbursement Authorities Received	25,935,590.20	2,630,149.03	28,565,739.23
NCA	25,491,000.00	2,242,000.00	27,733,000.00
NTA	53,196.00	-	53,196.00
Working Fund			
TRA	391,394.20	388,149.03	779,543.23
CDC	-		-
NCAA	-		-
Less: Notice od Transfer Allocation (NTA)* issued			
Total Disbursement Authorities Available	25,935,590.20	2,630,149.03	28,565,739.23
Less: Lapsed NCA	-	154,299.48	154,299.48
Disbursements	13,170,482.32	15,240,957.43	28,411,439.75
Less: Other Non-Cash Disbursements			
Disbursement effected through outright deductions from claims			
Overpayment of expenses (e.g. personal benefits			
Restitution for loss of government property			
Liquidated damages and similar claims			
Others (e.g. TEF, BTr, Docs Stamp, etc.)			
Add/Less: Adjustments (e.g. cancelled/staled checks)			
Balance of Disbursement Authorities as at date	12,765,107.88	(12,765,107.88)	-
Total Disbursement Program	25,935,590.20	2,630,149.03	28,565,739.23
Less: *Actual Dibursements	13,170,482.32	15,240,957.43	28,411,439.75
(Over)/Under Spending	12,765,107.88	(12,610,808.40)	154,299.48

Notes: The use of NTA is discouraged
Amount should tally.

Certified Correct:

VILLARIN, PRINCESS NERISA LAO
Accountant III
Date: 03-25-2020

Recommending Approval:

TRAJICO, JENNIFER ANDULANA
Chief, Management Services Division
Date: 03-25-2020

Approved By:

DISOMANGCOP, SHALIMAR AYAON
OIC-PENR Officer
Date: 03-25-2020